CC#3

Circular Letter No. 83.

March 31, 1915.

To Supervising Principals.

Gentlemen:-

You will please prepare and send in immediately a report on those teachers appointed directly by me, i.e. high school teachers, continuation school teachers, teachers of English and special teachers, who have worked under your supervision during this school year. Do not report on night school teachers.

In making your report, please use the following headings with respect to the proficiency and success of the teachers:

Ability to teach
" " govern
Zeal and interest
Recommendation for assignment for next year.

If you have occasion to report adversely on the work of any teacher, I wish you would be very explicit and submit a detailed report as to why you can not recommend for reappointment.

It is our intention to select Teachers of English because of their ability to teach an eighth grade, and you should be governed by this suggestion in making your recommendations.

Yours very truly,

E.M.BAINTER
Commissioner of Education